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The attached minutes of the Mason Transit Authority regular meeting held on the 16th day of November, 2021, were approved by the Mason Transit Authority Board, by motion, on this 21st day of December, 2021.

DocuSigned by:
Sharon Trask
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Sharon Trask, Chair

DocuSigned by:
Sandy Tarzwell
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Sandy Tarzwell, Vice Chair

Cyndy Brehmeyer, Authority Member

DocuSigned by:
John Campbell
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John Campbell, Authority Member

Kevin Dorcy, Authority Member

DocuSigned by:
[signature]
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Matt Jewett, Authority Member

Wes Martin, Authority Member

Randy Neatherlin, Authority Member

DocuSigned by:
Kevin Shutty
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Kevin Shutty, Authority Member

ATTEST: DocuSigned by:
Tracy Becht
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Tracy Becht, Clerk of the Board

DATE: 12/29/2021

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Mason Transit Authority
Minutes of the Regular Board Meeting
and 2022 Budget Public Hearing
November 16, 2021
Transit-Community Center Conference Room
601 West Franklin Street
Shelton

OPENING PROTOCOL

CALL TO ORDER: 4:04 p.m.

ROLL CALL AND DETERMINATION OF QUORUM

Authority Voting Board Members Present: Cyndy Brehmeyer, John Campbell*, Matt Jewett, Wes Martin and Randy Neatherlin. **Quorum met, Board member Brehmeyer attended in person and the remaining named Board members were present via WebEx virtual conference.**

**As set forth in the MTA bylaws, the Board member having served on the Board the longest shall serve as Board Chair in the event that the Chair and Vice Chair are unable to be present at the meeting.*

Authority Voting Board Members Not Present: Sharon Trask, Chair; Sandy Tarzwell, Vice Chair; Kevin Dorcy and Kevin Shutty.

Authority Non-voting Board Member Not Present: Paul Miller, Business Representative, IAM and AW, District Lodge 160.

Citizen Advisor to the Board Present in Person: John Piety

MTA Staff present via WebEx: Amy Asher, General Manager; Mike Ringgenberg, Operations Manager; and LeeAnn McNulty, Administrative Services Manager.

MTA Staff present at T-CC: Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, Technical Support Analyst.

Others Present: Robert Johnson, Legal Counsel

ACCEPTANCE OF AGENDA

Moved that the agenda for the November 16, 2021 Mason Transit Authority (MTA) regular board meeting and 2022 Budget public hearing be approved. **Martin/Jewett. Motion carried.**

PUBLIC COMMENT – None (no members of the public in attendance in person or virtually).

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CONSENT AGENDA

Moved to approve Consent Agenda items 1 through 3 as follows:

1. Minutes of the MTA regular Board meeting of October 19, 2021.
2. Payments of October 12, 2021 through November 9, 2021 financial obligations on checks#35746 through 35814, as presented for a total of $1,180,618.73.
3. Surplus of Vehicles: The Board adopted Resolution No. 2021-33 declaring and approving the surplus and disposal of vehicles as set forth herein.

Neatherlin/Martin. Motion carried.

PUBLIC HEARING:

- The public hearing was opened at 4:09 PM.
- LeeAnn McNulty, Administrative Services Manager, reviewed the second draft of the 2022 Budget and described the changes made since the previous version provided to the Board.
- No public attended the public hearing either virtually or in person.
- The public hearing was closed at 4:22 PM.

UNFINISHED BUSINESS: (*The presentation relating to the second draft of the 2022 Budget was covered in the public hearing.*)

NEW BUSINESS:

1. **Report from Board Composition Committee**. Amy Asher, General Manager, shared the results of the Board Composition Committee meeting, which was that the composition of the Board will not be changed.

2. **First View of 2022 Calendar**. Ms. Asher shared with the Board that the proposed calendar remained in line with the past practice of April and October Board meetings being held in other areas of Mason County as a convenience to the public. It is expected that the Belfair Park and Ride Building will be completed soon, and the size of the conference room will be sufficient for the Board to have its meetings there as well. Furniture and computer technology will be ordered soon and, assuming no supply chain issues, the conference room is expected to be ready in April. The Board agreed to the proposed calendar of regular meetings. Final view of the 2022 calendar will be presented at the December 21 Board meeting for final approval.

3. **Surplus Vehicles.** Ms. Asher asked the Board members to provide guidance to staff as to how they would like to see the five surplus vans appropriated – whether auction, van grants or intergovernmental disposition or a hybrid of any of the above. Following discussion, it was agreed that two of the vans shall be used for MTA's van grant program; followed by inquiries as to whether other governmental organizations that would like to purchase one or more of the surplus vehicles and any remaining shall be auctioned.

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4. **Cooperative Agreement with WSDOT re Matlock P&R.** Ms. Asher indicated that this item was emailed to the Board and Legal Counsel earlier in the day as it had been received by WSDOT. The Cooperative Agreement has a 10-year tenancy and outlines the responsibilities of each party relating to the Matlock Park and Ride. **Moved** that the Mason Transit Authority Board adopt Resolution No. 2021-34 approving the Cooperative Agreement between WSDOT and MTA for the purpose of Operation and Maintenance of the Matlock Park & Ride and authorizing the General Manager to sign the Cooperative Agreement. **Jewett/Martin**. Motion carried.

INFORMATIONAL REPORTS:

Ms. McNulty provided a brief high-level report relating to MTA's financial reports, sharing that business is moving along as usual.

Ms. Asher indicated that the Belfair Park & Ride is nearly ready to open. She also stated that Marshall Krier, MTA's Maintenance and Facilities Manager, will be retiring at the end of January. A recruitment for his position will begin soon. She also stated that next month, the Board will be selecting a Chair and Vice Chair for 2022. Also looking for approval next month that the Board extend John Piety's term as provided in MTA's bylaws.

COMMENTS BY BOARD:

Board member Campbell shared that he had received an email that he is now an affiliate professor at the University of Washington.

Moved that the meeting be adjourned.

ADJOURNED 4:52 p.m.

UPCOMING MEETING

BOARD MEETING

Mason Transit Authority
Regular Meeting
December 21, 2021 at 4:00PM
On-line via WebEx and in person at:
Transit-Community Center Conference Room
601 West Franklin Street
Shelton